

## OF A MEETING OF THE **Joint Staff Committee**

**HELD ON FRIDAY 19 FEBRUARY 2016 AT 1.00 PM**

**MEETING ROOM 1, 135 EASTERN AVENUE, MILTON PARK,  
MILTON, OX14 4SB**

**Present:** Matthew Barber, Roger Cox, Debby Hallett, Lynn Lloyd, Jane Murphy (as a substitute for John Cotton) and Anthony Nash

**Officers:** Steven Corrigan, Andrew Down and Margaret Reed

### **1 Election of chairman**

Mrs Lynn Lloyd was elected chairman of the committee for the remainder of the 2015/16 municipal year.

### **2 Election of vice-chairman**

Mr Anthony Nash was elected vice-chairman of the committee for the remainder of the 2015/16 municipal year.

### **3 Apologies and notification of substitutes**

Mr John Cotton submitted his apologies for absence with Mrs Jane Murphy attending as his substitute.

### **4 Declaration of interest**

None.

### **5 Terms of reference**

The committee noted the terms of reference attached to the agenda for the meeting as agreed by Vale of White Horse District Council on 17 February and South Oxfordshire District Council on 18 February.

### **6 Exclusion of the public**

**RESOLVED:** to exclude members of the press and public from the meeting for the following items of business under Section 100A(4) of the Local Government Act 1972 and as amended by the Local Government (Access to Information) (Variation) Order 2006 on the grounds that:

- i. they involve the likely disclosure of exempt information as defined in paragraphs 1 and 3 of Part 1 of Schedule 12A of the Act, and
- ii. the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

## **7 Voluntary redundancy - head of economy, leisure and property**

The committee considered the report of the chief executive which invited it to endorse his intention to accept the head of economy, leisure and property's request for voluntary redundancy.

The report set out that as a result of the corporate services outsourcing project the councils' current management structure required review and was likely to result in a smaller corporate management structure. In advance of this restructure the current head of economy, leisure and property had sought voluntary redundancy. The leaders of both councils supported the request.

**RESOLVED:** to endorse the intention of the chief executive to agree voluntary redundancy for Chris Tyson, Head of Economy, Leisure and Property.

## **8 Retirement of the chief executive**

The committee considered the report of the head of HR, IT and technical services on the details of the chief executive's retirement.

The report set out that the current chief executive planned to retire later in 2016, with the precise timing to be confirmed depending on the appointment of his successor. At the time of his retirement he would not have reached the normal retirement age and therefore the basis for his retirement would be on grounds of business efficiency. This would make it possible for his successor to determine a suitable senior management structure for the councils, taking into account the impact of the corporate services project, which would require fewer senior posts and realise a financial saving.

The committee agreed the principle of the chief executive's retirement on efficiency grounds and to recommend the Joint Audit and Governance Committee determine the added pension benefit.

**RESOLVED:** to

1. approve the retirement of the Chief Executive, on efficiency grounds
2. authorise the head of HR, IT & technical services, in consultation with the leaders of each council and the cabinet members with responsibility for HR to agree the chief executive's notice period and last day of service.

**RECOMMENDED** to Joint Audit and Governance Committee to approve the enhancement of the pension benefits of the chief executive, the final cost determined by the Pensions Service team dependent upon the actual date of retirement and not to exceed £4,000.

## 9 Recruitment of head of paid service

The committee considered the report of the head of HR, IT & technical services on the proposed process and timescale for the recruitment of a new head of paid service for South Oxfordshire and Vale of White Horse district councils following the announcement of David Buckle's planned retirement.

The committee supported the proposed process and timetable subject to the following:

- Debby Hallett, plus those committee members able to attend, to be involved in the shortlisting of consultants;
- Matthew Barber and John Cotton to agree brief with consultants and consult committee members via email;
- Consultants to provide advice/view on job title and remuneration;
- Consultants to provide view on involvement of non-committee members in the final assessment process;
- Cabinet and opposition members to have an opportunity to meet the shortlisted applicants prior to the final assessment stage.

The meeting closed at 1.35pm

Chairman

Date